

MEETING MINUTES

PROJECT: Addition and Renovation to Norris Middle School

ARCHITECT'S COMM NO.: 210042.04

DATE: February 7, 2022

TIME: 10:00 a.m. to 11:00 a.m.

MEMBERS PRESENT:

Company:	Name:	Email:	Phone:
ACG Purchasing Department	Lydia Beckwith	lbeckwith@andersoncountyttn.gov	865-457-5400
Anderson County Schools	Clay McKamey	cmckamey@acs.ac	865-457-2519
Evans-Ailey Construction	Phillip Stiles	phillip@eacinc.net	865-498-0132
Path Construction	Steven Sheftick	ssheftick@pathcc.com	224-532-3759
George W. Reagan Co.	Mark Johnson	mark@gwreagan.com	865-440-2295
Holston Construction	David Decker	ddecker@holstonllc.com	865-567-5340
GCE Construction	Emily Gaylor	emily@gceco.net	423-494-0343
GCE Construction	Donna Kadron	donna@gceco.net	865-776-6917
First Place Finish	Laurel Patrick	lpattick@firstplacefinish.us	865-705-1300
MBI Companies, Inc.	Chuck Grant	chuckg@mbicompanies.com	865-584-0999
MBI Companies, Inc.	Kathryn Fuller	kathrynf@mbicompanies.com	865-584-0999

General Issues:

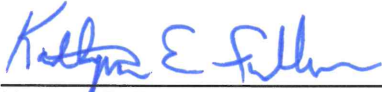
1. A sign in sheet asking for Name, Company Name, Email, and Phone # from all in attendance was circulated. See attachment.
2. Contractors were instructed that the facility will be available for site visits by coordinating directly with Owners.
3. Contractors were instructed that anything covered during the pre-bid meeting or during the bidding process is not official unless it is issued in writing as an addendum or as part of the minutes of the pre-bid meeting.
4. Contractors were instructed to submit **hard copy bids** to Anderson County Purchasing Department by March 14, 2022 at 2:00 p.m. at which time they will be opened and read. **Contractors were informed that the clock in this office is approximately 5 minutes fast, so make sure the bids are received on time.**
5. Contractors were informed the construction documents will be submitted into the AHJ for permitting and should be ready for pickup by the time of Notice to Proceed.
6. Contractors were informed of the requirement of Bid Bond of 5% of the bid.
7. Contractors were informed of the requirement of 100% Performance and Payment Bonds for the successful bidder.
8. Contractors were informed that the liquidated damages are set at \$500.00 per calendar day.
9. Contractors were informed that the discretionary fund will be included in the base bid in an amount equal to \$100,000.
10. Contractors were informed that Davis-Bacon requirements apply to this project.
11. Contractors were informed of the requirement for them to bid number of days and that this will be a factor in the Owner's decision.
12. Contractors were informed of Add Alternate #1, which specifies replacing casework and countertops, and painting the walls, of two existing classrooms.
13. Contractors were informed that, if they need subsequent access to the site/building before bidding, to **call Rob Cummings at 865-208-7126.**
14. Contractors were encouraged to ask questions. (See contractors' questions below.)
15. Contractors toured the project site/building.

Contractors' Questions:

1. Is the soil classified or unclassified?
Answer: The site is classified. The geotechnical report is included in Division 02 of the specifications; with allowances for removing unsuitable materials in Section 01 21 00 – Allowances.
2. Would it be possible to move the bid date to any other day but a Monday?
Anderson County Schools are not able to move the bid date. Please submit bids on the original date as specified.
3. Who is responsible for the security alarm system?
GC is responsible for the new alarm system. Coordinate with Security Equipment Company, SEC, for installation.
4. Where is power coming from?
The electrical room we will tie into is located under the existing gym, as shown on the electrical drawings.
5. Is the demolition of the equipment shed part of the contract?
Yes, see Civil drawings and notes.
6. What is the deadline for contractors' final questions?
Seven days prior to the date for receipt of Bids, per AIA A701. All questions to pass through Lydia Beckwith at Anderson County Purchasing.

All parties should review these minutes and report any discrepancies within 5 working days or these minutes will constitute the official record of the meeting.

Reported By:
MBI Companies Inc.



Kathryn E. Fuller, AIA, NCARB, CSI CDT
Architect / Project Manager

Addition and Renovation to: Norris Middle School
5 Norris Square, Norris, TN 37828
MBI #210042.04
PreBid Meeting

Attendees

February 7, 2022

	Name	Company	Email Address	Phone
1.	<u>Lydia Beckwith</u>	<u>AC G Purchasing Dept.</u>		
2.	<u>Phillip Stiles</u>	<u>Evans-Ailey Const.</u>	<u>phillip@eacinc.net</u>	<u>865.498.0132</u>
3.	<u>Steven Shettick</u>	<u>Parth Construction</u>	<u>ssettick@parthcc.com</u>	<u>224-532-3751</u>
4.	<u>Mark Johnson</u>	<u>George W. Reagan Co</u>	<u>mark@gwrreagan.com</u>	<u>865-440-2295</u>
5.	<u>DAVID DECKER</u>	<u>Holston Construction</u>	<u>ddecke@holstonllc.com</u>	<u>865-567-5340</u>
6.	<u>Emily Gaylor</u>	<u>GCE Construction</u>	<u>emily@gceco.net</u>	<u>423-494-0343</u>
7.	<u>Donna Kadron</u>	<u>GCE Construction</u>	<u>donna@gceco.net</u>	<u>865-776-6917</u>
8.	<u>Chuck Grant</u>	<u>MBI</u>	<u>chuckg@mbicompanies.com</u>	<u>865-584-0999</u>
9.	<u>Kathryn Fuller</u>	<u>MBI</u>	<u>kathryn@mbicompanies.com</u>	<u>" " "</u>
10.	<u>Laurel Patrick</u>	<u>First Place Finish</u>	<u>LPATRICK@FIRSTPLACEFINISH.US</u>	<u>865-705-1300</u>
11.	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
12.	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
13.	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
14.	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
15.	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
16.	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
17.	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>